



DEPARTMENT OF THE ARMY
OFFICE OF THE DEPUTY CHIEF OF STAFF, G-4
500 ARMY PENTAGON
WASHINGTON, DC 20310-0500

15 SEP 2005

DALO-SMT

MEMORANDUM THRU COMMANDER, U.S. ARMY COALITION FORCES LAND
COMPONENT COMMAND (CFLCC), 1881 HARDEE AVENUE, SW, FORT
MC PHERSON, GA 30330


FOR HEADQUARTERS, MULTI-NATIONAL FORCE-IRAQ (MNF-I), BAGHDAD, IRAQ,
APO AE 09342

SUBJECT: Policy and Procedures for Dining Facility Operations

1. Reference, Standard Operating Procedure (SOP) for Logistics Civilian Augmentation Program (LOGCAP) and Forward Operating Base (FOB)/Mobile Kitchen Trailer (MKT) Dining Facility Operations, 22 Jul 05, Enclosure 1.
2. In July 05, at the request of MNF-I, the Army Center of Excellence, Subsistence (ACES) team visited Iraq to provide food service assistance in regards to headcount procedures, inventory standards, accounting controls and contract management. The enclosed SOP was developed, as an outgrowth of that visit, to provide a tool to organizations operating dining facilities in the MNF-I area. The SOP establishes operational procedures applicable to Contingency Operations (CONOPS) for LOGCAP and FOB dining facilities for order, receipt, inventory, storage, preparation, serving and accountability of Class I supplies. Recommend that a copy of the SOP be provided to each individual responsible for the operation of a dining facility in order to ensure that quality food service support is delivered to Soldiers in accordance with statutory and regulatory guidance.
3. The point of contact for this action is Ms. Dyna Duncan, DSN 224-0856, or e-mail: dyna.duncan@us.army.mil.

FOR THE DEPUTY CHIEF OF STAFF, G-4

1 Encl


MODELL PLUMMER
Director of Supply and
Maintenance